



SA-06-88

DATE: May 20, 1988

TO: All Facility Safety Heads

FROM: 429/Safety Manager, Head, Safety Engineering Branch,  
SSQRD

SUBJECT: LaRC Center-Wide Potentially Hazardous Materials  
Inventory

Langley Handbook 1710.12, Potentially Hazardous Materials, tasks  
Facility Safety Heads or Organizational Facility Safety Heads  
with the following responsibilities for control of potentially  
hazardous materials:

1. The establishment and periodic review of normal and emergency operating procedures.
2. The supervision and coordination of procurement, use, storage, and disposal of potentially hazardous materials.
3. Maintenance of an inventory of such materials.
4. Maintenance of a current list of employees in the organization who have been trained and certified to use such material.

In order to comply with EPA regulations, Langley Research Center must assemble a Center-wide inventory of potentially hazardous materials. Facility Safety Heads are requested to submit their potentially hazardous materials inventories to this office by June 6, 1988. The format on the back of this announcement is to be used and should be copied as necessary. Questions regarding this activity may be directed to Mr. R. D. Brown, at extension 2246.

*J. William Wessel*  
V. William Wessel  
2964

429/WCH

SA-06-88

**BUILDING** \_\_\_\_\_

FACILITY SAFETY HEAD \_\_\_\_\_

DATE \_\_\_\_\_

MATERIAL	QUANTITY (POUNDS)			CUSTODIAN
CHEMICAL NAME/TRADE NAME	MAXIMUM AMOUNT	AVERAGE DAILY AMOUNT	NO. OF DAYS ON SITE	